

12-18-1964

Board of Trustees Minutes, December 18, 1964

Eastern Washington State College

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Eastern Washington State College

MINUTES FOR BOARD OF TRUSTEES MEETING

7:00 p.m., Friday, December 18, 1964

Davenport Hotel, Spokane

The meeting was called to order at seven o'clock by the vice-chairman, Mr. Harvey Erickson, in the absence of the chairman, Mr. Voorhees. Those present were: Mr. Thos. F. Meagher, the new board member recently named by Governor Rosellini, Mesdames R. R. Morrison and Robert Tanke; Mr. Henry Koslowsky, Director of Public Information; Mr. Fred S. Johns, secretary to the board; Dr. Robert Bender, president of the Faculty Organization, and Dr. Don S. Patterson, president of the college.

PRELIMINARY DRAWINGS OF LIBRARY

Mr. Kimball Barnard and Mr. Dayton Holloway presented preliminary plan for the John F. Kennedy Memorial Library. After discussion of the plans by the board, it was moved by Mr. Meagher and seconded by Mrs. Tanke that the preliminary plans be approved and that the architects be authorized to proceed with the working drawing phase. Mr. Johns pointed out that funds to pay the architects for the working drawing phase would not be available before July 1, 1965. Mr. Barnard stated that he understood that payment could not be made before July 1, even though the working drawings would be completed somewhat ahead of that date. Mr. Erickson instructed Mr. Johns to specify this condition in an amendment to the architects' contract. The question was called for and the motion carried.

COMMEMORATIVE INSCRIPTION FOR LIBRARY

Mrs. Morrison reported that she is waiting further information from the Kennedy family on the memorial inscription to be placed on the plaque for the library and she recommended that this item be deferred to the next meeting of the board.

PRELIMINARY DRAWINGS FOR SECOND TOWER

Mr. Carroll Martell presented the preliminary plans for the new tower dormitory for men. It was moved by Mrs. Tanke and seconded by Mrs. Morrison that the preliminary plans be approved. The motion was carried. It was moved by Mr. Meagher and seconded by Mrs. Tanke that the architects be authorized to proceed with the working drawings as rapidly as practical. Motion was carried.

* * * * *

It was moved by Mrs. Morrison, seconded by Mrs. Tanke that the following items on the minutes, resignations and academic, non-academic and advisory council appointments be approved. Motion carried.

MINUTES

The minutes of the board meeting of November 20, 1964, were approved.

RESIGNATIONS

Carol Hill, Secretary-stenographer II, office of Dean of Students, as of January 5, 1965, plus accrued vacation
Cheryl Lovell, Clerk-typist I, accounting office, as of November 30 (during probationary period)
Marvel Kerr, Food Service Worker II, Tawanka Commons, as of December 11 plus accrued vacation
Mary Wallace, Key Punch Operator, Data Processing Center, as of December 11 plus accrued vacation
Claus Joens, Transcript Evaluator, as of December 31 plus ten days leave

Retirement

Anna Reischl, Cook I, Tawanka Commons, as of December 11 plus accrued leave

Termination

Helen Faris, Housekeeper, termination of services at end of sick leave, November 19, 1964 (health problems)

NEW APPOINTMENTS

Academic

Elizabeth Grunder, continuation for winter quarter on fulltime basis as Visiting Instructor in English at same base pay of \$6,000, making \$1,963 for winter quarter
Clark Frasier, as Visiting Professor of Education, to supervise student teachers on four-fifths time for the winter quarter at same rate of pay he was receiving upon retirement, or \$9,800, making \$2,470 for four-fifths time for winter quarter
Donald Wade, B.A. plus 100 graduate hours, as Visiting Assistant professor of Education, for winter quarter, to teach three hours at base pay of \$7,000, or 3/5 of full salary for 52 days, \$641 for winter quarter
*** LeRoy Isherwood, continuation as Visiting Instructor in Education for winter quarter to teach four hours, at same rate of pay (\$6,000) or 4/15 of full pay for 52 days, \$504 for winter quarter

Pre-graduate Assistants in Social Sciences

Woodrow Minick, senior, at \$65 per month
Alan Neils, senior, at \$65 per month
Kathleen Jacobs, junior, at \$45 per month

Graduate Teaching Assistant in History

*** Robert Leipold at \$100 per month, January 6-March 19 inclusive
John R. Harris, to be continued as Visiting Part-time Instructor in Music for winter and spring quarters, at \$125.84 for the winter rate per class hour. (Base rate of \$6,000)

Non-academic

Beverly Roberts, parttime Assistant Dietician, Tawanka Commons, on hourly basis according to schedule for position, or \$2.66 per hour + M on duty, to be paid by time sheets

Loralee Seibert, Clerk-typist I, accounting office, at \$254 per month as of December 2 (replacement)

Marion Raymond, Cook I, Tawanka Commons, at \$265 + M on eleven months' basis as of November 16 (replacement)

Advisory Council on Teacher Education

Gary Bates, Region 9 (Spokane County except city of Spokane and the valley) representing High School Teachers

MEMBERSHIP ON PERSONNEL COMMITTEE

It was moved by Mrs. Morrison, seconded by Mrs. Tanke, that Mr. Voorhees be appointed to the Personnel Committee of the Board of Trustees replacing Mr. Smith whose term has expired. Motion was carried.

* * * * *

It was moved by Mrs. Morrison, seconded by Mrs. Tanke, that the items "Change in Status," "Leave of Absence" and "Travel" be approved. Motion carried.

CHANGE IN STATUS

Promotion

Marilyn Duell, from Clerk-typist I, registry office, to Key Punch Operator, Data Processing Center, at \$265 per month as of December 15 (replacement)

Sally Harpe, from Clerk-typist I to Secretary-stenographer II, Creative Arts Division, at \$315 per month as of December 7 (replacement)

Demotion

Nancy Barr, from Secretary-stenographer II to Clerk-typist I, Creative Arts Division, at \$315 per month as of December 14

LEAVE OF ABSENCE

Roland B. Keefer, Assistant Professor of Physics, for 1965-66 academic year, to do further graduate work at Northwestern

TRAVEL

Wm. L. Maxson, Assistant Professor of Music and Band Director, to attend College Band Directors' National Convention, Tempe, Arizona, December 15-21, \$150 toward travel

Thorne L. Tibbitts, Instructor in HPERA and Gymnastics Coach)

Catherine Hunt, Acting Assistant Professor of HPERA)
to attend Alberta Gymnastics Championship Meet, Calgary,
February 19-21, bus transportation for group, \$450

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Thorne L. Tibbitts, Gymnastics Coach, to attend Western Regional Gymnastics Meet, Berkeley, March 10-14, \$140
Dr. Robert G. Thompson, Professor of Mathematics and Physics, and Chairman of Department, to attend American Mathematics Society and Mathematical Association of America meetings and to interview for positions in physics and mathematics, Denver, January 24-31, travel and per diem \$560 fees for sixteen delegates to Model United Nations, Claremont, California (from ASB funds)

NAMING OF SECOND TOWER DORMITORY

Dr. Patterson read the following list of suggested names for the new dormitory for men: Hungate, Holmquist, Pence, Dressler, Stronach, Ferris, McGovern, Cohn and Munter. After discussion of this item, it was decided to defer it to the next meeting of the board.

SENIOR HALL LOUNGE AS MEMORIAL TO MRS. NEWTON

Dr. Patterson read a communication from the afternoon literary department of the Tillicum Club of Cheney requesting that a memorial be established on campus for Mrs. Mary Newton, Director of Senior Hall for nineteen years. He recommended that the lounge in Senior Hall be named the Mary Newton Memorial Lounge. It was moved by Mrs. Morrison and seconded by Mr. Meagher that this recommendation be accepted. Motion was carried.

ACCEPTANCE OF IRRIGATION CONTRACT

Dr. Loomis reported that the plumbing shop had completed its work on the Science Building irrigation system and that the architects had recommended acceptance. It was moved by Mrs. Tanke and seconded by Mrs. Morrison that the contract be accepted. Motion was carried.

EMPLOYMENT OF CPA FIRM

Mr. Johns recommended that the firm of Schodel and Schoedel be retained to audit non-appropriated fund operations of the college. After discussion of several CPA firms, Mrs. Morrison moved that Mr. Erickson and Mr. Johns discuss the matter with the firm of Randall, Emery, Campbell and Parker, and report on this item at the next meeting. The motion was seconded by Mrs. Tanke and was carried.

SPECIAL FEE FOR GEOGRAPHY FIELD TRIPS

Mr. Johns recommended that a special fee of thirty dollars (\$30.00) ~~per week~~ be established for geography field trip courses. This fee would be in addition to the regular part-time student fee of eight dollars (\$8.00) per credit hour now being charged for these courses. He also recommended that

*For Johns
1-15-65
see minutes
of 1-15-65*

the participants be charged in advance for their lodging on trips on the basis of the estimated costs per night for motel accommodations. It was moved by Mr. Meagher and seconded by Mrs. Morrison that the recommendation be approved. The motion was carried.

RECOMMENDATIONS OF PERSONNEL COMMITTEE

Dr. Patterson reported that the Personnel Committee had met on campus earlier in the day and had elected Mrs. Tanke chairman for the coming year. The Personnel Committee had also approved the establishment of a new classification of Internal Auditor in salary range #41. Dr. Patterson recommended that the Board approve the establishment of this new position. It was moved by Mrs. Tanke and seconded by Mrs. Morrison that the position be established. The motion was carried.

AS BUSINESS MANAGER POSITION

Dr. Patterson reported that the Associated Students were proposing to establish a part-time business manager position at a salary of \$1200 for twelve months. Mr. Curt Leggett, president of the Associated Students, explained the need for a part-time salaried person to assist the elected student body officials, noting that the current operating budget for the Associated Students is approximately \$175,000 per year. It was moved by Mr. Meagher and seconded by Mrs. Tanke that the position be established as requested by the Associated Students. Motion was carried.

INSTALLATION OF ROOM TELEPHONES

Dr. Patterson reported that the Dean of Women had recommended installation of telephones in each room of Louise Anderson Hall and an increase in room rate of \$5.00 per quarter to cover the cost of the phones. It was moved by Mr. Meagher and seconded by Mrs. Tanke that this recommendation be accepted. Motion was carried.

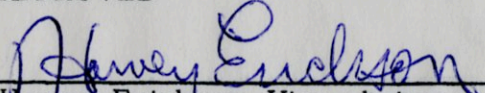
INFORMATIONAL ITEMS

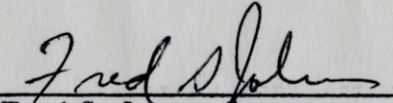
Mr. Johns presented a report on measures taken to tighten the control of cash receipts (see copy of report attached).

ADJOURNMENT

It was moved by Mr. Meagher and seconded by Mrs. Tanke that the meeting be adjourned. The motion was carried at 10:00 p.m.

APPROVED


Harvey Erickson, Vice-chairman


Fred S. Johns, Secretary